

***City of York Board of Architectural Review  
Minutes  
December 7, 2020***

Members present:

Chairperson Beth Bailey  
Quinn Witte  
Gene Gaulin  
Gary Stewart  
A. Lee McLin  
Linda Lowman

Members absent:

Diane Hanlon

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
(see sign-in sheet)

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

**The first item of business** was approval of the draft Minutes from the November 2, 2020 meeting. Upon a Motion by A. Lee McLin, seconded by Quinn Witte, the Board unanimously approved the Minutes as submitted.

**The second item of business** was consideration of a certificate of appropriateness (COA) application for an awning replacement at 13 and 15 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Quinn Witte, seconded by Linda Lowman, the Board unanimously approved the application as submitted.

**The third item of business** was consideration of a COA application for solar panels for 212 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Quinn Witte, seconded by Gary Stewart, the Board unanimously approved the application as submitted. Since Chairperson Bailey owns the subject property, she recused herself from the discussion and vote on the application and removed herself from the room. Gene Gaulin acted as Chairperson for this item.

**The fourth item of business** was consideration of COA applications for several items at 105 East Liberty Street including:

- Greenhouse
- Deck Addition
- Pergola
- Berm/landscaping

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposals:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness applications did comply with the HDCDS.

The Board of Architectural Review took the following action regarding each item at the above referenced address:

- Greenhouse: Upon a Motion by Gene Gaulin, seconded by Gary Stewart, the BAR unanimously approved the application as submitted with the following noted condition: As noted in photo #7, the green house should have a stone veneer base and corrugated roofing with wooden doors facing internally to lot.

- Deck Addition – Upon a Motion by A. Lee McLin, seconded by Linda Lowman, the BAR unanimously approved the application as submitted.
- Pergola – Upon a Motion by Linda Lowman, seconded by A. Lee McLin, the BAR unanimously approved the application as submitted.
- Berm/landscaping – Berm is located in right-of-way and requires no BAR ruling

**The fifth item of business** was consideration of a COA application for the proposed new Dollar General to be located near the corner of Sharon Road and Highway 321 Bypass.

Planning Director Breakfield reminded the Board of requirements from the Gateway Corridor Overlay District.

After discussion and upon a Motion by Gene Gaulin, seconded by A. McLin, the Board unanimously conditionally approved the application based on all materials and landscaping meeting Gateway Corridor Overlay District design requirements.

There being no further business, the meeting was adjourned at 7:45 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 12/7/2020  
Seth Duncan, City Manager